

DESK NEATNESS

NEAT DESK



1. The top is clean.
2. All papers are in a notebook or in a folder to take home.
3. The books are in a neat stack, and there are not too many.
4. Pencils, scissors, erasers, and any other small things are in the pencil box.
5. No toys are in the desk.

MESSY DESK



1. The top has pencil marks or smudges and dried glue.
2. Loose papers (some done, incomplete, and blank) are in the desk.
3. Books, including library books or books from home, are thrown in the desk.
4. Pencils and other small things are loose in the desk.
5. Toys and other small things are cluttering the desk.